

**City of Port Orford
City Council Meeting
In the Gable Chambers / Virtual participants
Thursday, March 17, 2022 at 5:30 P.M.**

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>CA Ginsburg</i>	X
<i>Tim Pogwizd, President</i>	X	<i>Shala Kudlac, City Attorney</i>	X
<i>Gary Burns</i>	X	<i>John Isadore, Public Works</i>	X
<i>Lorin Kessler</i>	X		
<i>James Garratt</i>	Excused		
<i>Carolyn LaRoche</i>	X		
<i>Greg Tidey</i>	X		

Others Present: Pamela Berndt, Aaron Ashdown, Ciaran Fraser, Sara Lovendahl, Ann Vileisis, Tara Ramsey, Monica Ward of Curry County, John Johnston

1. Call to Order

President Cox called to order this Meeting of the Common Council on Thursday, March 17, 2022, at 5:30 p.m.

2. Additions to the Agenda: New Business, 8-g: Short Term Rental Contractor.

3. Presentation to Council / Citizens: John Johnston presented to council with an update regarding the Community Building and Legion Hall remodel. He introduced the Community Center Fund Raising Committee, which has a grant writer. He spoke on fund raisers and the Ford Foundation grant. Mr. Johnston provided a printed presentation including a plan for the remodel. Mayor Cox suggested a workshop with the Community Center Fund Raising Committee to clarify topics of question. The city councilors expressed interest.

4. Consent Calendar

a. Approve Minutes February 17, 2022: Councilor Kessler moved to approve the minutes for the February 17, 2022 council meeting as written with Councilor Tidey as second.

Motion carried 5-0.

Discussion: None.

*Councilor LaRoche Yes Councilor Pogwizd Yes Councilor Burns Yes
Councilor Kessler Yes Councilor Tidey Yes*

5. Citizen Concerns

Representative David Brock Smith spoke on 9B, Development Offshore Wind Facilities, a house bill for offshore wind power. The federal government is looking at the west coast. The State of Oregon wants to be prepared. The process is moving forward in Oregon with areas of interest including the Port Orford area due to winds. Coos Bay shipping is increasing. Turbines built and floated out from the Coos Bay area can increase the economy.

4 Representative Brock Smith also sponsored the hydrogen planning bill. He suggested the
5 Port and city government contact him prior to resolutions.
6

7 **6. Department Reports**

8 **a. Public Works:** A written report has been presented to councilors. Funds needed for
9 temporary repair of the Arizona Lift Station is on the agenda next month for approval.
10 Councilor Burns moved to add the Arizona Lift Station funding to this current agenda as
11 item 8-h. under New Business with Councilor Kessler as second. *Motion carried 4-0.*

12 *Councilor LaRoche* Yes *Councilor Burns* Yes
13 *Councilor Kessler* Yes *Councilor Tidey* Yes
14

15 **b. Administration/Finance:** CA Ginsburg presented a written financial report to
16 councilors. Surplus funds can be used for the Coast Guard Hill pump station. Bids are
17 pending. The watershed purchase is almost finished. Mayor Cox expressed appreciation
18 for the new financial report formatting, which is easier to understand. He also suggested a
19 once-a-year workshop with CA Ginsburg prior to budget reports every year. CA
20 Ginsburg agreed.

21 **c. Planning:** Councilor Kessler expressed appreciation to the Planning Commission for
22 their research regarding vacation rentals.

23 **d. Liaison:**

24 **Port** - Mayor Cox reported the Port is interested in two new 50-ton cranes and has a
25 good chance of getting the funding.

26 **School District** – Councilor Kessler reported the schoolboard approved the playground
27 equipment to be replaced at Driftwood. The current playground will be removed by
28 volunteers.

29 **TLT** – CA Ginsburg reported the grant information is now waiting for the next TLT
30 meeting.

31 **Main Street** – Councilor Burns reported that Main Street placed ads in magazines,
32 including 1859 Oregon, Travel Oregon, Mile by Mile and Oregon Coast Visitor’s Guide
33 at the cost of \$6,000 to date. The budget is discussed. The Dining and Arts Guide is
34 pending completion. A new whale tale on Oregon St will be painted on April 11 pending
35 weather or May 9 if inclement weather. Appreciation expressed to Gold Beach Lumbar
36 for donating the paint. Main Street is working on the bike rack and community daycare.
37 Landscaping in front of city hall is scheduled weather permitting. School approved trees
38 around the playground at driftwood elementary.

39 **Parks** – Councilor Tidey reported there is a new Fourth of July Jubilee committee. They
40 are considering events be held at Buffington Park for wind protection. Funds are in place
41 for an 18-hole disk golf course that have been approved.

42 **Watershed** –Councilor LaRoche introduced Linda Tarr who was available for questions.
43 An update was given on the Wilson project. They are waiting for the OSA grant for the
44 Forest Management Plan then will apply for the federal grant. Half of this grant is
45 forgivable and the other half will be funded by the city.

4 **Emergency** – Councilor Burns introduced Jim Howe, a volunteer emergency coordinator
5 who reported the plan is to cover supplies and public education. FEMA brochures have
6 been acquired as well as 34,000 dollars in medical supplies. Councilor Burns would like
7 to organize an Emergency Response Commission to accommodate decisions that have to
8 be made. Legal Counsel Kudlac suggested an ad hoc committee and reminded that if
9 decisions are to be presented to City Council, they must be public meetings.

10
11 **7. Old Business:**

12 **a. Ordinance 2022-5, Abatement of Nuisance and Dangerous Housing:** Updates to
13 current presented to councilors. It was last updated in 1982.

14 Councilor Burns moved to table this decision until Councilor Garratt is present with
15 Councilor Tidey as second. *Motion carried 4-0.*

16 Discussion: The updates were based on neighboring community codes.

17 *Councilor LaRoche Yes Councilor Burns Yes*

18 *Councilor Kessler Yes Councilor Tidey Yes*

19
20 **b. Water Conservation Rates:** The intention of conservation rates is to curtail high use in
21 order to conserve water. By anonymous consensus, councilors agree to pursue water
22 conservation rates.

23
24 **c. Seasonal Gas Tax Resolution to Send to Vote:** Councilor Burns moved to table
25 sending this to the public for approval until gas rates stabilize with Councilor Kessler as
26 second.

27 Discussion: Election package has to be submitted July/August to get on the ballot this
28 year. The public needs educated as soon as possible.

29 Councilor Burns rescinded his motion and Councilor Kessler rescinded his second.

30 Councilor Burns moved to table this until next month with Councilor Kessler as second.
31 *Motion carried 4-0.*

32 Discussion: None.

33 *Councilor LaRoche Yes Councilor Burns Yes*

34 *Councilor Kessler Yes Councilor Tidey Yes*

35
36 **d. TexMyGov Contract:** Methods of communicating with the public is a concern and
37 discussed. Councilor Burns moved to table TextMyGov until the next budget process
38 with councilor Kessler as second. *Motion carried 5-0.*

39 Discussion: None.

40 *Councilor LaRoche Yes Councilor Pogwizd Yes Councilor Burns Yes*

41 *Councilor Kessler Yes Councilor Tidey Yes*

42
43 **8. New Business**

44 **a. Cottage Cluster Zoning Overlay:** Hui Rodomsy is in attendance and presented
45 information. Cluster cottages are larger than tiny homes, about 700 sq foot. They allow
46 for more housing in smaller area. Currently Port Orford has no code for under 1000 sq

4 feet buildings. Councilor Burns moved to approve for the Planning Commission to
5 address cottage cluster zoning with Councilor Tidey as second. *Motion carried 5-0.*
6 Discussion: Councilors discussed sizes and lot sizes.

7 *Councilor LaRoche* Yes *Councilor Pogwizd* Yes *Councilor Burns* Yes
8 *Councilor Kessler* Yes *Councilor Tidey* Yes

9
10 b. **Development of Offshore Wind Facilities:** Representative Brock Smith drafted the
11 Wind Source bill to prevent Portland democrat from doing so. Councilors decided to wait
12 and see what is decided by the government prior to pursuing this topic.

13
14 c. **City Hall Admin Staff Job Duties and Salary Review:** The new employees at City Hall
15 are exceeding the tasks described in their job description. Mayor Cox is embarrassed by
16 the low wages for nonunion staff in City Hall. CA Ginsburg gave a brief review of the
17 duties now being performed and expected of the office staff and their performance. One
18 employee’s established wage is 13.64 dollars an hour and her tasks will not be reduced.
19 Another employee’s tasks will be reduced when staffing positions are filled.
20 Councilor Pogwizd moved to increase wages of both positions by three dollars per hour
21 with Councilor Burns as second. *Motion carried 5-0*

22 Discussion: Job descriptions need adjusted and updated.

23 *Councilor LaRoche* Yes *Councilor Pogwizd* Yes *Councilor Burns* Yes
24 *Councilor Kessler* Yes *Councilor Tidey* Yes

25
26 Councilor Tidey moved to extend the meeting with Councilor Kessler as second. *Motion*
27 *carried 5-0.*

28 Discussion: None.

29 *Councilor LaRoche* Yes *Councilor Pogwizd* Yes *Councilor Burns* Yes
30 *Councilor Kessler* Yes *Councilor Tidey* Yes

31
32 Decision on wages for CA Ginsburg’s position is discussed. Councilor LaRoche moved
33 to increase wages for the city administrator position to be the same as the previous city
34 administrator with Commissioner Tidey as second.

35 Discussion: Job tasks have changed, which affected the pay rate. Councilor LaRoche
36 rescinded her motion and Councilor Tidey rescinded his second.

37 Councilor LaRoche moved to raise the city administrator salary to 68,000 dollars with
38 Councilor Tidey as second. *Motion carried 5-0.*

39 Discussion: None.

40 *Councilor LaRoche* Yes *Councilor Pogwizd* Yes *Councilor Burns* Yes
41 *Councilor Kessler* Yes *Councilor Tidey* Yes

42
43 d. **Building Permit Application Changes:** By consensus, city councilors unanimously
44 agreed to move forward with amending the process for building permit applicants.

e. **Liquor License Approval – The Dive:** Councilor Burns moved to approve the liquor license application for The Dive at 236 6th Street with councilor Kessler as second.

Motion carried 5-0.

Discussion: The applicant has had a previous liquor license.

<i>Councilor LaRoche</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Burns</i>	<u><i>Yes</i></u>
<i>Councilor Kessler</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>		

f. **Right of Way Approval – Honey Café:** Councilor Tidey moved to approve the right of way application with Councilor Kessler as second. *Motion carried 5-0.*

Discussion: The sign will be moved to its prior location.

<i>Councilor LaRoche</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Burns</i>	<u><i>Yes</i></u>
<i>Councilor Kessler</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>		

g. **Short Term Rental Contractor:** Portland attorney, Daniel Kerns, specializes in short term rentals. For 2000 to 3000 dollars he can meet with planning and legal to assist in writing this ordinance. The attorney will not be writing code but will be giving legal advice to those that are. By unanimous consensus councilors agree to pursue this. Mayor Cox will bring additional information to the next meeting.

h. **Arizona Lift Station Repair Approval:** Due to needed repairs, public works is concerned about leakage into Garrison Lake. Funds are available for repair. SDC money might be used to upsize for increased flow. Councilor Tidey moved to accept Smith and Douglas’s bid for Arizona Pump Station repairs with Councilor Burns as second.

Discussion: CA Ginsburg will speak with auditors regarding availability of funding.

Councilor Tidey rescinded his motion and Councilor Burns rescinded his second.

Councilor Burns moved to accept Smith and Douglas’s bid contingent on finding the appropriate funds with Councilor Kessler as second. *Motion carried 5-0.*

Discussion: As above.

<i>Councilor LaRoche</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Burns</i>	<u><i>Yes</i></u>
<i>Councilor Kessler</i>	<u><i>Yes</i></u>	<i>Councilor Tidey</i>	<u><i>Yes</i></u>		

9. Considerations

Citizens:

Representative David Brock Smith expressed appreciation for the financial information for the impound grant; however, he was unable to get the large amount. There is a Federal Infrastructure Passage grant that pays over years. He will work with CA Ginsburg on this grant. Representative Brock Smith gave a report on funding that was acquired. He complimented the city attorney.

Staff: CA Ginsburg expressed her appreciation to the citizens for their patience while City Hall is understaffed.

4 **Councilors:**

5 Councilor Burns reported working with Oregon State Parks for signage at Paradise Point
6 discouraging ill equipped vehicles from driving onto the beach and getting stuck.
7

8 Councilor Kessler expressed appreciation to citizens expressing their concerns at council
9 meetings. He expressed the importance of letters going to city hall and concerns stated at the
10 council meetings remaining professional and cordial.
11

12 Councilor Pogwizd reminded councilors of the voiceover internet phones that might have the
13 ability to send out emergency calls to citizens. Sergeant Levi from the police department is
14 looking into this. Mail Chimp is another source; however, older style phones will need to be
15 included in the technology used
16


17 **Mayor:** Mayor Cox suggested a hybrid meeting next month if the heat system is repaired in
18 time. Mayor Cox questioned the ability to enforce the dark sky ordinance. Gold Beach
19 Lumber is not in compliance. Legal Counsel Kudlac suggested citing them into municipal
20 court. The police chief will be contacted. She reminded councilors that the ordinance gives
21 five years to comply by replacing fixtures and there is a shorter time period to apply shields.
22 The city previously offered free shields for compliance.
23

24 **10. Future Meetings**

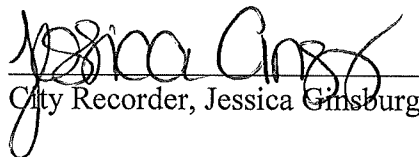
25 **Thursday, April 21, 2022, Regular Council Meeting 5:30, hybrid.**
26

27 **11. Adjourn:** There being no further business, Mayor Cox Adjourned the meeting at 8:20 p.m.
28
29
30

31 Attest:

32
33 

34
35
36 _____
Mayor, Pat Cox



City Recorder, Jessica Ginsburg